



**KIRKWOOD PARK BOARD  
MONDAY, NOVEMBER 16, 2015  
KIRKWOOD COMMUNITY CENTER,  
111 S. GEYER ROAD, ROOM 202  
MEETING MINUTES**

In attendance: Ricky Bagy, Tom Riggs, Steve Coates, David Hufford, Kirk Hutchison, Wallace Ward, Kate LeGrand, Kara Wurtz, Scott Stream

Staff: Murray Pounds

Park Board meeting convened at 7:05 p.m., chaired by Rick Bagy.

**I. CITIZEN COMMENTS**

None

**II. APPROVAL OF OCTOBER 19, 2015 MEETING MINUTES**

Motion made by Kirk Hutchison to approve the October 19, 2015 Park Board minutes, seconded by Scott Stream.

Motion approved, with Rick Bagy, Tom Riggs, Wallace Ward abstaining.

**III. COMMITTEE REPORTS**

**a) Emmenegger Nature Park User Policy Committee**

Murray discussed options for staffing the survey process for Emmenegger Nature Park. Four volunteers are interested in doing the survey.

Kylie Christanell, Kirkwood's Volunteer Coordinator should be able to do some hours for the survey. Murray said he might also be able to use some seasonal or part time people for the survey. The cost for doing the survey for twelve months is about \$7,200. Another option could be a shorter time frame. If surveys were conducted from April through October the cost would be about \$4,000.

After discussing the options the board members liked the idea of doing the survey March through June and then September through November, a total of seven months. By doing the survey seven months the cost for the survey cost will be reduced.

### **b) Trail Committee**

The Trail Committee has not met this month. Murray discussed the proposed wood chips trail in Kirkwood Park. He said he has been in touch with two scouts trying to get a project for their Eagle Badge. One of the scouts has to have his project completed by February. Murray said the Scout could lay the landscape fabric down on the ground and then cover the trail with wood chips. The proposed wood chip trail could be a two person project.

Murray will contact the two scouts that are interested in doing the trail project.

### **c) Finance Committee**

The Finance Committee will be meeting Thursday, the 19<sup>th</sup> of November at the community center at 8:15 a.m. The five year capital plan for the Park Fund will be reviewed at the committee meeting.

Kirk Hutchison, Scott Stream, Wallace Ward, Kara Wurtz and Rick Bagy are members of the Finance Committee.

## **IV. OLD BUSINESS**

**None**

## **V. NEW BUSINESS**

### **a) Discussion of Best Practices Investigation**

Wallace Ward spoke to the Board regarding the need to investigate best practices by looking at the existing policies and procedures, current board policies, changes/additions, bi-laws, past minutes, sunshine law and how the Park Board utilizes these current policies. Wallace said we need to have long-term consistency.

Murray told the Board he would be glad to provide a financial quarterly report. Murray talked to the Board about possibly doing a Strategic Planning Session in April. This is an excellent way to get the staff and board members together and make plans for the future programs and any needs the community center may have.

### **b) Other Matters**

Murray said he wanted to thank Tom Riggs, members of the Rotary Club, and staff for the great job he did with Walker Lake.

## **VI. SUPERINTENDENT OF PARKS REPORT**

The Maintenance Report for period is included in the packet.  
The report covered period October 18 through November 16, 2016.  
Curt went over the report with the board members.

## **VII. DIRECTOR'S REPORT**

Murray made a presentation on the update of the community center feasibility study that was used at the comprehensive public session.  
The Greentree Park Prairie project is making good progress.  
The Monroe Creek project plans should be completed late this week.  
A reminder the Volunteer Luncheon will be held at the Trail Station on November 17 from 12:00 p.m. to 2:00 p.m.  
The City Attorney and City Clerk are reviewing the proposed ordinance changes the Park Board proposed.  
The vision 2035 public review session held on November 12 at City Hall had a good turnout. The final version will be available after the first of the year.

## **VIII. BOARD MEMBER COMMENTS AND REPORTS**

None

## **IX. ADJOURNMENT**

Motion made by Steve Coates and to adjourn the meeting at 7:56 p. m. and seconded by Scott Stream.

All approved unanimously. Motion passed.

The next scheduled meeting of the Kirkwood Park Board will be on January 25, 2016 .